

**COMMISSIONERS' MEETING  
MINUTES**

**05/15/19**

The May 15, 2019 York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 2<sup>nd</sup> Fl. York, PA 17401.

**1. CALL TO ORDER**

President Commissioner Susan Byrnes called the meeting to order at 10:00 a.m., Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Administrator/Chief Clerk Mark Derr, Solicitor Michelle Pokrifka, Controller Greg Bower, Treasurer Barbara Bair, and Commissioners' Liaison Officer Rebecca Laird present.

**A. Opening Ceremony**

Veteran Patrick Rambeau, led the Pledge of Allegiance.

Father Carl Tancredi, Retired from St Rose of Lima Church, led the invocation.

**2. CONSENT AGENDA**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve the Consent Agenda items A through G as listed below:

A. The minutes from the May 1, 2019 Commissioners' Meeting as submitted.

B. Subsidized Adoption Assistance Agreement between the County of York, on behalf of York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 18 years; and a one-time payment for costs incidental to the adoption of each child not to exceed \$2,000.00:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
MC and GC, Harrisburg, PA	NMC fka NML	\$31.00
MC and GC, Harrisburg, PA	AAC fka ALS	\$40.00
SW and HW, New Oxford, PA	AMW fka AMW	\$25.65
CG and RE, York, PA	PCE fka PCP	\$25.65

C. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **KN and WN**, Wrightsville, PA, as Custodians of **NAN**, a minor child, authorizing custodianship subsidy payments at a rate of \$27.00 per day until the child reaches the age of 21 years.

- D. Subsidized Permanent Legal Custodianship Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **DO**, York, PA, to amend the original agreement made effective October 4, 2017, in that the Custodian Subsidy and Medical Care for minor child **ASO**, is being amended from Federal Monthly Subsidy and Medicaid to State Monthly Subsidy and State Medical Assistance, with all other terms and conditions of the original agreement remaining in full force and effect.
- E. Subsidized Adoption Assistance Agreement Third Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **KC and GC**, Windsor Mill, MD, to reflect an increase in adoption subsidy payments for **ALC fka AB**, the minor child, from \$31.00 per day to \$35.00 per day, based upon the Difficulty of Care Assessment, with all other terms and conditions of the original agreement and subsequent amendments remaining in full force and effect.
- F. Letter of Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following school districts to establish the allocations between the County and the District for transportation costs related to educational stability for children in foster care, per the Every Student Succeeds Act, for the period July 1, 2019 through June 30, 2020:

<u>School District</u>	<u>Address</u>
Red Lion Area School District	696 Delta Road, Red Lion, PA 17356
South Western School District	225 Bowman Road, Hanover, PA 17331
Dallastown Area School District	700 New School Lane, Dallastown, PA 17313
Northern York County School District	650 South Baltimore Street, Dillsburg, PA 17019
Hanover Public School District	401 Moul Avenue, Hanover, PA 17331
York Suburban School District	1800 Hollywood Drive, York PA 17403

- G. Motion to approve the 2019 budget line adjustments, as submitted by the Controller's Office, for the month of April.

### 3. CONTRACT

#### A. Express Scripts Insurance Company, Phoenix, Arizona

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement amendment between the County of York, on behalf of the Human Resources Department, and Express Scripts Insurance Company, Phoenix, Arizona, amending the original agreement which provided for five (5) benefit plans to add a sixth (6) benefit plan. This is the supplemental Medicare plan for County of York retirees who are over the age of 65.

## **4. PURCHASES**

### **A. Momentum ECM LLC, Mechanicsburg, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve purchase between the County of York, on behalf of the Information and Technology Services, and Momentum ECM LLC, Mechanicsburg, Pennsylvania, for Document Management software license and maintenance, for a total cost of \$70,997.30, under a PA COSTARS contract.

### **B. B Moyer Radio, Lebanon, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of Communications 911, and B Moyer Radio, Lebanon, Pennsylvania, for services to remove and dispose of old radio system equipment at tower sites, for a total cost of \$24,390.00.

### **C. Mid-Atlantic Fire and Air, Reading, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the Emergency Management, and Mid-Atlantic Fire and Air, Reading, Pennsylvania, for a MultiRAE meter to assist hazmat team members in determining the air quality and stability of the atmosphere while working in hazardous situations. A State HMRF grant will pay for the meter at a total cost of \$11,537.00.

### **D. Lobar Associates, Dillsburg, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the Facilities Management Department, and Lobar Associates, Dillsburg, Pennsylvania, to replace the carpet in the Prothonotary's Office, at a cost not to exceed, \$49,947.50, through the Keystone Purchasing Network (ezlQC) program.

### **E. HON Company Muscatine, Iowa**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the Children Youth and Families Department and the MH/IDD Department, and the **HON Company Muscatine, Iowa**, for the purchase and installation of furniture in the MH/IDD Office at a cost not to exceed \$17,315.42, under a PA COSTAR contract.

Children Youth and Families will pay \$3,014.50  
MH/IDD will pay \$14,300.92

## **5. STATEMENT OF WORK**

### **A. Momentum ECM LLC, Mechanicsburg, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a statement of work between the County of York, on behalf of the Children Youth and Families Department, and Momentum ECM LLC., Mechanicsburg, Pennsylvania, for upgrades to the Children Youth and Families Laserfiche software, in the amount of \$182,817.50, to be funded through the agencies I.T Grant.

## **6. RELEASE OF FUNDS**

### **A. York County Farm and Land's Trust**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve release of funds in the amount of \$32,000.00 to Farm & Natural Lands Trust of York County, for acquisition of conservation easement of 55.6 +/- acres in Codorus Township owned by Omar S. & Ester F. King.

## **7. AGREEMENT**

### **A. C.S.Davidson Inc York, Pennsylvania**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve an agreement between the County of York, on behalf of the York County Prison and, C.S.Davidson Inc., York Pennsylvania, to conduct a feasibility study as it relates to renovating vacant prison space for the purpose of relocating MDJ Office 19-2-01 at a cost not to exceed \$15,000.00.

## **8. RESOLUTIONS**

### **A. Resolution 2019-14**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2019-14 authorizing the issuance by the York County Industrial Development Authority of up to \$543,000.00 of tax-exempt financing to Tyler and Janae Bauman for the purpose of acquiring a farm located at 1277 Bridgeton Road, Airville, Lower Chanceford Township, York County, Pennsylvania, as authorized under federal tax law as a qualifying first time farmer.

## **B. Resolution 2019-15**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2019-15 on behalf of the Community Development Department of the York County Planning Commission, to approve the following changes to U. S. Department of Housing and Urban Development, Washington, D. C., funded Community Development Block Grant program activities, as approved in the York County 2016, 2017, and 2018 Annual Action Plans:

<u>Activity</u>	<u>Amount</u>	<u>From Activity #</u>	<u>To Activity #</u>
Lower Windsor T.	\$ 63.84	45502257	45200016
HIP Grant Program	\$ 15,955.00	45612243	45210017
Glen Rock Borough	\$ 25,000.00	45210017	new
New Salem Borough	\$100,000.00	45522305	45220018
Program Administration	\$ 60,000.00	45422298	45220018
Spring Grove Borough	\$130,000.00	45220018	45522306
Dallastown Borough	\$ 58,000.00	45220018	45522301

## **C. Resolution 2019-16**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2019-16 the 2019 York County Annual Action Plan for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) federal programs. The Annual Plan is required to be submitted to the U.S. Department of Housing and Urban Development (HUD) for community planning and development funding. The President Commissioner is authorized and directed to execute all required documents for the submission of the plan and the administration of programs.

## **9. RECESS**

Commissioner Byrnes recessed the meeting at 10:12 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Ordinance 2019-02.

## **10. RECONVENE**

Commissioner Byrnes reconvened the meeting at 10:15a.m.

## **11. ORDINANCE**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Ordinance 2019-02 amending the York County Code Chapter 107, Article 1, to update the imposition and collection of the Hotel Excise Tax in accordance with Act 109 of 2018, which clarifies how state and local hotel taxes are to be levied and collected by booking agents or on-line travel companies.

## 12. TAX REFUND REGISTER

### A. Register 2019-08

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2019-08 authorizing payment of York County real estate tax refunds totaling \$10,291.88.

## 13. CHECK REGISTERS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of May 8, 2019 totaling \$5,945,779.35.

### Weekly Disbursement Totals for May 8, 2019

<u>Fund</u>	<u>Name</u>		<u>Amount</u>
01	General Fund		\$ 4,205,407.59
01	23014 ~ Records Improvement Escrow	\$ -	
01	23036 ~ ROW Automation Fees Escrow	\$ -	
01	23037 ~ COC Automation Fees Escrow	\$ -	
01	23039 ~ Proth Automation Fees Escrow	\$ -	
01	Payroll		
01	Ag Land Preservation		
01	Escrow		
01	Marcellus Shale		
02	York County Nursing Home		
03	Unclaimed Money		
04	Donations		\$ 16,779.62
05	Controlled Substance		\$ 25,852.59
06	Human Services		\$ 9,891.54
07	Children & Youth		\$ 117,926.55
08	911		\$ 30,724.71
08	911 Act 12		
09	YC Capital Reserve		
10	Liquid Fuels		\$ 4,610.01
10	YC Local Use Fee		
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging		\$ 53,303.85
28	MH-IDD		\$ 1,017,093.83
30/31	York/Adams HealthChoices		
30	York Reinvestment		
31	Adams Reinvestment		
32	YAHC Joinder Gov Capitation		\$ 9,585.06
32	YAHC Joinder Gov Reinvestment		\$ 32,013.00
35	Domestic Relations		\$ 19,630.27
36	Earn-It		\$ 99.94
40	Weatherization Liheap		\$ 24,485.42

45	Block Grant		\$	35,966.22
46	Affordable Housing		\$	24,276.90
47	Revolving Fund			
50	Continuum of Care		\$	6,812.30
51	Weatherization Doe			
72	Tax Claim		\$	147,876.73
75	Retirement			
90	Drug & Alcohol		\$	163,443.22
		<b>Total</b>		<u>\$ 5,945,779.35</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of May 15, 2019 totaling \$5,998,431.79.

### Weekly Disbursement Totals for May 15, 2019

<u>Fund</u>	<u>Name</u>		<u>Amount</u>
01	General Fund		\$ 733,640.76
01	23014 ~ Records Improvement Escrow	\$ -	
01	23036 ~ ROW Automation Fees Escrow	\$ -	
01	23037 ~ COC Automation Fees Escrow	\$ -	
01	23039 ~ Proth Automation Fees Escrow	\$ -	
01	Payroll		
01	Ag Land Preservation		
01	Escrow		
01	Marcellus Shale		
02	York County Nursing Home		
03	Unclaimed Money		
04	Donations		
05	Controlled Substance		\$ 577.37
06	Human Services		\$ 343.00
07	Children & Youth		\$ 705,255.31
08	911		\$ 4,850.16
08	911 Act 12		
09	YC Capital Reserve		\$ 148,695.00
10	Liquid Fuels		\$ 34,058.06
10	YC Local Use Fee		
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging		\$ 118,249.18
28	MH-IDD		\$ 1,368,622.09
30/31	York/Adams HealthChoices		
30	York Reinvestment		
31	Adams Reinvestment		
32	YAHC Joinder Gov Capitation		\$ 867.31
32	YAHC Joinder Gov Reinvestment		\$ 17,939.00

35	Domestic Relations	\$	1,616.74
36	Earn-It	\$	111.42
40	Weatherization Liheap	\$	46,424.23
45	Block Grant	\$	9,312.16
46	Affordable Housing		
47	Revolving Fund	\$	8.00
50	Continuum of Care		
51	Weatherization Doe	\$	455.35
72	Tax Claim	\$	2,708,310.15
75	Retirement	\$	99,016.92
90	Drug & Alcohol	\$	79.58
	<b>Total</b>		<u>\$ 5,998,431.79</u>

#### **14. REPORT OF EXECUTIVE SESSIONS**

Commissioner Byrnes report that there were no executive sessions held since the last Commissioners' Meeting.

#### **15. OTHER BUSINESS**

There was no other business to be reported.

#### **16. PERIOD OF PUBLIC COMMENT**

No public comments were received.

#### **17. ADJOURNMENT**

There being no more business to come before the Board of Commissioners' at this time Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:18 a.m.

Respectfully Submitted

Mark E. Derr  
Administrator/Chief Clerk